



Interoffice Memorandum

CAPITAL PROJECTS ITEM 2

DATE: August 23, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

THROUGH: Anne Kulikowski, Director
Administrative Services Department

A handwritten signature in black ink, appearing to read "AKulikowski".

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A handwritten signature in black ink, appearing to read "Sara Flynn-Kramer".

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No 5, Contract Y18-807 Parks Horizon West Regional Park, with AECOM Technical Services Inc in the amount of \$46,765.61, for a revised lump sum contract amount of \$1,226,149.22. District 1.

PROJECT: Parks Horizon West Regional Park

PURPOSE: To provide funding for additional design services to complete the capital improvements.

BUDGET: Accounting Line Number: 1262-062-2155-6310.

JUSTIFICATION/DISCUSSION:

This is the cost to excavate and relocate 37 additional gopher tortoises for a total of 49 gopher tortoises that had to be relocated. The fees for the recipient site to accommodate these 49 gopher tortoises were paid as a part of a separate agreement.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on May 8, 2018.

Original Contract dated May 17, 2022	Lump sum amount - \$	751,939.53
Change Order No. 1 dated December 3, 2021 No cost change order to make changes in the Geotechnical scope of the project.	Lump sum amount - \$	0.00
Change Order No. 2 dated February 24, 2022 No cost change order to deduct the northeast corner work at the location of the future library in exchange for the work at the event pavilion.	Lump sum amount - \$	0.00
Change Order No. 3 dated February 16, 2023 Additional geotechnical work at the ponds and Deleting the cultural assessment from the scope of work.	Lump sum amount - \$	7,026.92
Change Order No. 4 dated March 17, 2023 Sand skink mitigation.	Lump sum amount - \$	420,417.16
Proposed Change Order No. 5 Relocation costs of 37 additional gopher tortoises.	Lump sum amount - \$	46,765.61
Proposed Final Contract Amount		\$ 1,226,149.22

cc: *Administrative Services Department
Procurement Division
Capital Projects Division
Community & Family Services Department
Parks & Recreation Division*



**ORANGE COUNTY PROCUREMENT DIVISION
CHANGE ORDER REQUEST FORM**

REQUEST DATE	BUDGET FY	GRANT FUNDING
08/10/23	22/23	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> THIS REQUEST COMPLIES WITH COST PRINCIPLES

DEPARTMENT/DIVISION	CONTACT NAME	CONTACT PHONE	BUYER/PA/CA NAME
Administrative Services / Capital Projects	Jose Canas	407-836-0081	

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
AECOM TECHNICAL SERVICES INC	5	C18807B	POOC	Y18-807	<input type="checkbox"/> DO NOT MAIL VENDOR COPY

INCREASE, DECREASE OR DELETE COMMODITY LINE

CMDTY. LINE NO.	ACTION	PREVIOUS LINE DOLLAR AMOUNT	NEW LINE DOLLAR AMOUNT	COMMODITY LINE DESCRIPTION/COMMENTS	NET DOLLAR CHANGE
1	Increase Quantity FROM 1179383.61 TO	\$ 1,179,383.61	\$ 1,226,149.22	CP21062-Parks Horizons West Regional Park	\$ 46,765.61
	Select Action FROM TO				\$ 0.00
	Select Action FROM TO				\$ 0.00

ADD COMMODITY LINE

CMDTY. LINE NO.	CMDTY. CODE	DESCRIPTION FOR D.O. YOU MUST SPECIFY AN MA LINE	MA LINE	QTY.	UNIT OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
								\$ 0.00
								\$ 0.00
								\$ 0.00

FUNDING: ACCOUNTING LINE OR REPORTING CODE CHANGE

CMDTY. LINE NO.	ACCTG. LINE NO.	FROM AMOUNT	TO AMOUNT	FROM ACCOUNTING LINE	TO ACCOUNTING LINE	FROM REPORTING CODE	TO REPORTING CODE

ENCUMBERED/DE-ENCUMBERED (REQUIRED FOR ALL TRANSACTIONS)

ORIGINAL PO/DO AMT.	NET DOLLARS PREVIOUS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	NET DOLLARS FOR THIS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	DOCUMENT TOTAL AFTER THIS C/O	DESCRIBE
\$ 751,939.53	\$ 427,444.08	\$ 46,765.61	\$ 1,226,149.22	No Additional Time.

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	NET DOLLARS FOR THIS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	CONTRACT TOTAL AFTER THIS C/O
\$ 751,939.53	\$ 427,444.08	\$ 46,765.61	\$ 1,226,149.22

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Relocation cost of 49 gopher tortoises.

By signing this agreement, the Contractor hereby releases the County, its agents and employees from any and all liabilities under this contract for further equitable adjustments and/or claims associated with this change order.

VENDOR/ CONTRACTOR AUTHORIZATION

DATE: 8/24/23

DEPARTMENT APPROVAL SIGNATURE

DATE: 8/21/23

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL: _____

DATE: _____

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO: _____

APPROVED BY ORANGE
COUNTY BOARD OF
COUNTY COMMISSIONERS

REV. (10/18)